



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

November 30, 2006

To: Directors of Special Education
From: Pat Reichert and Bob Runkel
Re: Child Count and State Student Identifiers

The December 1 Child Count form includes a new column which asks districts to include state student identifiers. We have received many calls expressing concern with the assignment of state student identifiers for preschool, home school and private school students.

Almost all school districts have recently completed the assignment of state student identifiers. However, as a general rule, only school-age students enrolled in the district received the identifier. As a result, many school districts and special education cooperatives are experiencing problems in entering state student identifiers on the Child Count form for preschool, home school, and private school students with disabilities.

It is the policy of the Office of Public Instruction that all children who receive services from the public school system have assigned to them a state student identifier. This policy would also require the assignment of a state student identifier to:

- School-age students on an IEP;
- 19, 20 and 21-year-old students on an IEP;
- Preschool students with disabilities on an IEP;
- Home school students on a Services Plan; and
- Private school students on a Services Plan.

(Note: This is not a complete listing of all students who will need to have a state student identifier. It only includes students who need an identifier to complete the December 1, 2006, Child Count. Once the special education electronic system is operational, state student identifiers will need to be assigned for preschool, home school and private school students at the time parent permission for evaluation is received by the district.)

If a state student identifier has not been assigned, we encourage you to contact the district to request the assignment of the identifier. We recognize that the process of assigning an identifier may present a challenge to districts that have an electronic student management system that does not include certain students, such as preschool students. We also know that the assignment of the identifier is problematic when the student is not receiving services in a school in the district and it is unknown to which school the student will be eventually enrolled. If you are able to work through these problems and acquire an identifier for the student, we would encourage you to do so and include the number on the Child Count form.

"It is the mission of the Office of Public Instruction to improve teaching and learning through communication, collaboration, advocacy, and accountability to those we serve."

If the assignment of the identifier would inhibit your ability to meet the Child Count submission deadline, you may complete the state student identifier field by substituting an override for the identifier. The override is: 999999999. The override is provided to ensure that the process of the assignment of the identifier does not delay your timely submission of the Child Count.

For further information on completion of necessary information on Child Count, please call Pat Reichert at 444-4430. If your district needs further information on assignment of individual student identifiers, contact Dave Nagel at 444-1641.